



# Senior Rater Potential Evaluation

ACQUISITION SUPPORT CENTER

Al Kinkella

# Senior Rater Potential Evaluation

- Background
- Policy/Procedures
- Form
- Web Enablement

# Background

- One year test launched in 1997
- One year test has gone on six years
- Test group was CDGs and board applicants

# Complaints Over the Years

- Difficult to understand
- Doesn't compare with the military OER
- Inflated
- Remarks poorly written
- Not a good tool for determining leadership potential

# Decision for Revision

- Survey of senior acquisition personnel
  - Not a good tool for measuring potential
  - OER a better tool
  - OER not as inflated
- Civilian Project/Product Managers
  - Current SRPE root cause for low selection rate
  - Boards don't understand SRPE

# Current Status

- SRPE draft guidelines approved  
17 July 2003
- Complete instructions, currently  
in draft, will follow
- Complete automation  
instructions will follow

# New Policy and Procedures

- Requirement for all AAW GS-13 thru GS-15 in FY04
- Annually in consort with performance evaluations
- Senior rater will be your supervisor's performance evaluator unless your

# Revision

- Leadership actions same as the OER
- Web-based capability
- Will track senior rater profile



SRPE TEST

SENIOR RATER POTENTIAL RATING FACTORS FORM		
Date: October 24, 1997	Ratee: Greta D. Chapman	SSN: 123-45-6789
Privacy Act Statement: Section 6311 of Title 5 to the U.S. Code authorizes collection of this information. Information collected on this form will be used for statistical and impact analysis of this form as an evaluation instrument. . Application criteria for some Army Acquisition Corps training and programs may require the completion and submission of this form.		
Scoring: 1= Maximum 2 = Higher 3 = Average 4 = Marginal 5 = Minimum		
LEADERSHIP EFFECTIVENESS COMPETENCIES	LEADERSHIP EFFECTIVENESS COMPETENCY DEFINITIONS	SCORE
1 Oral Communication	Listens to others. Makes clear and effective oral presentations to individuals and groups. (Note: Use of a sign language interpreter may be appropriate for people who are deaf or hard-of-hearing.)	2
2 Written Communication	Communicates effectively in writing. Reviews and critiques others' writings.	1
3 Problem Solving	Recognizes and defines problems, analyzes relevant information , and encourages alternative solutions and plans to solve problems.	2
4 Leadership	Demonstrates and encourages high standards of behavior. Adapts leadership style to situations and people. Empowers, motivates, and guides others.	2
5 Interpersonal Skills	Considers and appropriately responds to the needs, feelings, capabilities, and interests of others. Provides feedback and treats others equitably.	2
6 Self-Direction	Realistically assesses own strengths, weaknesses, and impact on others. Seeks feedback from others. Works persistently toward a goal. Demonstrates self-confidence, invests in self-development, and manages own time efficiently.	2
7 Flexibility	Adapts to changes in the work environment. Effectively copes with stress.	1
8 Decisiveness	Takes action and risks when needed. Makes difficult decisions when necessary.	2
9 Technical Competence	Demonstrates technical proficiency and understanding of its impact in areas of responsibility	1
TOTAL POINTS =		15
TOTAL POINTS DIVIDED BY NUMBER OF COMPETENCIES RATED =		1.7

AAC FORM 1A

**Step 3** Once the senior rater has calculated the ratee's "average" score and entered it on the Senior Rater Potential Rating Factors Form (15 divided by 9 = 1.7 from the above example rounding up to one decimal place), the senior rater then finds the range within which the employee's score falls from the chart below. Next, the senior rater obtains the value in the "Overall Potential Rating" column from the chart below which corresponds

# ARMY ACQUISITION CORPS

## SENIOR RATER POTENTIAL EVALUATION FOR CIVILIANS

### PART I. ADMINISTRATIVE DATA

EMPLOYEE NAME						EMPLOYEE SSN		EMPLOYEE PAY PLAN		EMPLOYEE SERIES AND GRADE	
ORGANIZATION						DUTY TITLE					
PERIOD COVERED						RATEE COPY (Check one and date)				REASON FOR SUBMISSION	
FROM			THRU			<input type="checkbox"/> 1. Given to Employee <input type="checkbox"/> 2. Forwarded to Employee				<input type="checkbox"/> 1. Annual <input type="checkbox"/> 2. Board	
Year	Month	Day	Year	Month	Day						
NAME OF SENIOR RATER (Last, First, MI)						SSN		GRADE		SENIOR RATER TITLE/POSITION	
SENIOR RATER ORGANIZATION						SENIOR RATER PHONE NUMBER				SENIOR RATER E-MAIL ADDRESS	
EMPLOYEE SIGNATURE						DATE		SENIOR RATER SIGNATURE			DATE

### PART II. LEADERSHIP ACTIONS

(First, mark "YES" or "NO" for each action. Second, choose a total of three actions that best describe the rated employee.)

		Y	E	N	
		S	O	O	
<b>INFLUENCING</b> Method of reaching goals while operating / improving	<b>COMMUNICATING</b> Displays good oral, written and listening skills for individuals / groups				
	<b>DECISION-MAKING</b> Employs sound judgment, logical reasoning and uses resources wisely				
	<b>MOTIVATING</b> Inspires, motivates and guides others toward mission accomplishment				
<b>OPERATING</b> Short-term mission accomplishment	<b>PLANNING</b> Develops detailed, executable plans that are feasible, acceptable and suitable				
	<b>EXECUTING</b> Shows technical proficiency, meets mission standards and takes care of people/resources				
	<b>ASSESSING</b> Uses after-action and evaluation tools to facilitate consistent improvement				
<b>IMPROVING</b> Long-term improvement in the Army, its people and organizations	<b>DEVELOPING</b> Invests adequate time and effort to develop individual subordinates as leaders				
	<b>BUILDING</b> Spends time and resources improving teams, groups and work units; fosters ethical climate				
	<b>LEARNING</b> Seeks self-improvement and organizational growth; envisioning, adapting and leading change				

### PART III. POTENTIAL EVALUATION

I currently senior rate \_\_\_\_\_ employees in this grade/payband.

**NOTE:** Under the demo project, the senior rater is the rated employee's supervisor's rater. Under TAPES, the senior rater is as noted on the TAPES form. For employees providing collocated/dedicated matrix support to DA Chartered (Command Select List) PMS or PEOs, the senior rater is the PM or PEO supported, regardless of pay plan.

#### COMMENT ON POTENTIAL

POTENTIAL COMPARED WITH CIVILIANS SENIOR RATED IN THE SAME GRADE (OVERPRINTED BY DA)

- ☐ ABOVE CENTER OF MASS  
(Less than 50% in top box;  
Center of Mass  
if 50% or more in top box)
- ☐ CENTER OF MASS
- ☐ BELOW CENTER OF MASS

List up to 3 future assignments for which this employee is best suited; this should include education/training opportunities.

# Leadership Actions

## OLD

- Oral Communications  
Communicating
- Written Communications  
Making
- Problem Solving
- Leadership
- Interpersonal Skills
- Self Direction
- Flexibility
- Decisiveness
- Technical Competence

## NEW

- Decision
- Motivating
- Planning
- Executing
- Assessing
- Developing
- Building
- Learning

## **MOTIVATING**

Inspires, motivates and guides others toward mission accomplishment

## **OPERATING**

Short-term mission accomplishment

## **PLANNING**

Develops detailed, executable plans that are feasible, acceptable and suitable

## **EXECUTING**

Shows technical proficiency, meets mission standards and takes care of people/resources

## **ASSESSING**

Uses after-action and evaluation tools to facilitate consistent improvement

## **IMPROVING**

Long-term improvement in the Army, its people and organizations

## **DEVELOPING**

Invests adequate time and effort to develop individual subordinates as leaders

## **BUILDING**

Spends time and resources improving teams, groups and work units; fosters ethical climate

## **LEARNING**

Seeks self-improvement and organizational growth; envisioning, adapting and leading change

# Senior Rater Requirements

- Assess the Leadership actions with a yes/no
- Check 3 Leadership actions that best describes the individual leadership attributes
- Annotate the number of employees in the same grade
- Assess the employees potential to perform

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# Web Enablement

- System is complete
- Gives the Senior Rater the Capability to rate employees on line
- Maintains a record of all SRPE evaluations and generates the Senior Rater's profile

# Follow On

- Complete instructions for managers
- Complete automation testing
- Train ACMs
- Conclude union negotiations